



**GENERAL DYNAMICS**  
Information Technology



**General Services Administration  
Federal Supply Service  
Authorized Federal Supply Schedule Price List**

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA **ADVANTAGE!**™, a menu-driven database system. The INTERNET address for GSA **ADVANTAGE!**™ is:  
<http://www.GSAAdvantage.gov>.

**Environmental Advisory Services (EAS)  
Federal Supply Group: 89      Class: 899**

**Contract No: GS-10F-0154K**

For more information on ordering from Federal Supply Schedules  
click on the FSS Schedules button at <http://www.fss.gsa.gov>

**Contract Period: 3/21/2000 – 3/20/2015  
Price List Effective: May 13, 2014 through Modification A372 Refresh 20**

**GENERAL DYNAMICS INFORMATION TECHNOLOGY, INC.  
3211 Jermantown Road  
Fairfax, VA 22030**

Technical: 703-995-5373  
Contracts: 703-995-6724  
FAX: 703-383-6785

**Website: <http://www.gdit.com>**  
Business Size: Large

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## CUSTOMER INFORMATION

### 1a. Awarded Special Item Numbers (SINs):

SIN 899-1, 899-1RC	Environmental Consulting Services	Pages 8-13
SIN 899-3, 899-3RC	Environmental Training Services	Pages 13-14
SIN 899-7, 899-7RC	Geographic Information Systems (GIS) Services	Pages 15

### 1b. Pricing:

Labor Category rates proposed in support of all SINs.

Overtime: Should overtime be required and authorized, GDIT will invoice the Government at one and one-half times the task order negotiated labor rates for categories determined to be covered by the Service Contract Act (SCA) – identified with asterisks \*\*.

See Appendix 2 for GDIT Labor Rates.

### 1c. Hourly Rates: See Appendix 1 for GDIT Labor Category Descriptions.

### 2. Maximum Order: \$1,000,000 - all SINs

### 3. Minimum Order: \$100

### 4. Geographic Coverage: Domestic and Overseas Delivery

### 5. Points of Production: Fairfax, VA

### 6. Discount from List Prices or Statement of Net Price: Prices shown are net prices.

### 7. Quantity Discounts: None

It is General Dynamics Information Technology, Inc.'s (GDIT's) practice to review each task order for factors that may allow us to propose discounted labor rates.

### 8. Prompt Payment Terms: Payment terms are Net 30 calendar days.

### 9. a. Government Purchase Cards Below the Micro-purchase Threshold: GDIT will accept Government Purchase Cards for task orders placed that are below the micro-purchase threshold.

**b. Government Purchase Cards Above the Micro-purchase Threshold:** GDIT will accept Government Purchase Cards for task orders placed that are above the micro-purchase threshold.

### 10. Foreign Items: N/A

### 11. a. Time of Delivery: As negotiated in each task order.

**b. Expedited Delivery:** The items available for expedited delivery are noted in this price list:

For all SINs – negotiated on a task order basis.

**c. Overnight and 2-day Delivery.** Same as Expedited Delivery above.

**d. Urgent Requirements.** When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering agency, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

### 12. F.O.B. Point(s): Destination

### 13. a. Ordering Address(es):

For mailed orders, the postal mailing address where paper form orders should be mailed is as follows:

General Dynamics Information Technology, Inc.  
3211 Jermantown Road  
Fairfax, VA 22030  
Attention: Janet Skahill

Contract Administration:  
Janet L. Skahill  
Voice: (401) 845-3658  
Fax: (703) 383-6785  
Email: janet.skahill@gdit.com

Contact for Technical/Ordering Assistance or for placing orders via facsimile or email:

Mike McHugh  
Voice: 703-995-5373  
Fax: 703-383-6087  
Email: Michael.mchugh@gdit.com

**13. b. Ordering Procedures:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.

**14. Payment Address:**

**Payment Via Check/U.S. Mail:**

General Dynamics Information Technology, Inc.  
PNC Bank, N.A.  
P. O. Box 643014  
Pittsburgh, PA 15264-3014

**15. Warranty Provision:**

a. Unless specified otherwise in this contract, the Contractor's standard commercial warranty, as stated in the contract's commercial price list, will apply to this contract.

b. The Contractor warrants and implies that the items delivered hereunder are merchantable and fit for use for the particular purpose described in this contract.

c. Limitation of Liability. Except as otherwise provided by an express or implied warranty, the Contractor will not be liable to the Government for consequential damages resulting from any defect or deficiencies in accepted items.

**16. Statement Concerning Availability of Export Packing:**

Not available within the scope of this contract.

**17. Terms and Conditions of Government Purchase Card Acceptance:**

None.

**18. Terms and Conditions of Rental, Maintenance, and Repair:**

N/A

**19. Terms and Conditions of Installation:**

N/A

**20. Terms and Conditions of Repair Parts:**

N/A

**20a. Terms and Conditions for Any Other Services:**

1. *Overtime:* Should overtime be required and authorized, GDIT will invoice the Government at one and one-half times the task order negotiated labor rates for categories determined to be covered by the Service Contract Act (SCA) – identified with asterisks \*\*.

2. *Non-local travel and Incidental Other Direct Costs (ODCs):*

Travel: Travel will be priced in accordance with the Joint Travel Regulations (JTRs).

ODCs: See "Information for Ordering Offices", Paragraph 10, Page 5, "Purchase of Open Market Items".

3. *Delivery Orders with option years.* Task orders with option years may be placed against this GSA Schedule.

**21. Service and Distribution Points:** N/A

**22. List of Participating Dealers:** N/A

**23. Preventive Maintenance:** N/A

**24. a. Environmental Attributes:** N/A

**24. b. Section 508 Compliance:** If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at GDIT's homepage: [www.qdit.com](http://www.qdit.com). The EIT standard can be found at: [www.Section508.gov](http://www.Section508.gov).

**25. Data Universal Number System (DUNS) Number:**

06-764-1597

**26. Central Contractor Registration (CCR) Database:**

GDIT has registered with the Central Contractor Registration (CCR) Database.

**27. Uncompensated Overtime:**

GDIT's rates are based on a 40-hour workweek.

## INFORMATION FOR ORDERING OFFICES

1. Type of Contractor - Large Business
2. Contractor's Taxpayer Identification Number (TIN):  
54-1194322
3. CAGE Code: 07MU1
4. DUNS Number: 06-764-1597
5. **Inspection/Acceptance**

The Contractor shall only tender for acceptance those items that conform to the requirements of this contract. The Government reserves the right to inspect or test any supplies or services that have been tendered for acceptance. The Government may require repair or replacement of nonconforming supplies or reperformance of nonconforming services at no increase in contract price. The Government must exercise its postacceptance rights (1) within a reasonable time after the defect was discovered or should have been discovered; and (2) before any substantial change occurs in the condition of the item, unless the change is due to the defect in the item.

### 6. Limitation of Liability

Except as otherwise provided by an express or implied warranty, the Contractor will not be liable to the Government for consequential damages resulting from any defect or deficiencies in accepted items.

### 7. Special Provisions for Task Orders

Agencies may incorporate provisions in their task orders that are essential to their requirements (e.g., security clearances, hazardous substances, special handling, key personnel, etc.). These provisions, when required, will be included in individual task orders. Any cost necessary for the contractor to comply with the provision(s) will be included in the task order proposal, unless otherwise prohibited by law.

### 8. Security Requirements

In the event security requirements are necessary, the ordering activities may incorporate, in their delivery orders, a security clause in accordance with current laws, regulations, and individual agency policy; however, the burden of administering the security requirements shall be with the ordering agency.

### 9. FAR 8.405-2 - Ordering Procedures for Services Requiring a Statement of Work)

(a) *General.* Ordering activities shall use the procedures in this subsection when ordering services priced at hourly rates as established by the schedule contracts. The applicable services will be identified in the Federal Supply Schedule publications and the contractor's pricelists.

(b) *Statements of Work (SOWs).* All Statements of Work shall include the work to be performed; location of work; period of performance; deliverable schedule; applicable performance standards; and any special requirements (e.g., security clearances, travel, special knowledge). To the maximum extent practicable, agency requirements shall be performance-based statements (see subpart 37.6).

(c) *Request for Quotation procedures.* The ordering activity must provide the Request for Quotation (RFQ), which includes the statement of work and evaluation criteria (e.g., experience and past performance), to schedule contractors that offer services that will meet the agency's needs. The RFQ may be posted to GSA's electronic RFQ system, e-Buy (see 8.402(d)).

(1) *Orders at, or below, the micro-purchase threshold.* Ordering activities may place orders at, or below, the micro-purchase threshold with any Federal Supply Schedule contractor that can meet the agency's needs. The ordering activity should attempt to distribute orders among contractors.

(2) *For orders exceeding the micro-purchase threshold, but not exceeding the maximum order threshold.*

(i) The ordering activity shall develop a statement of work, in accordance with 8.405-2(b).

(ii) The ordering activity shall provide the RFQ (including the statement of work and evaluation criteria) to at least three schedule contractors that offer services that will meet the agency's needs.

(iii) The ordering activity should request that contractors submit firm-fixed prices to perform the services identified in the statement of work.

(3) *For proposed orders exceeding the maximum order threshold or when establishing a BPA.* In addition to meeting the requirements of 8.405-2(c)(2), the ordering activity shall--

(i) Provide the RFQ (including the statement of work and evaluation criteria) to additional schedule contractors that offer services that will meet the needs of the ordering activity. When determining the appropriate number of additional schedule contractors, the ordering activity may consider, among other factors, the following:

(A) The complexity, scope and estimated value of the requirement.

(B) The market search results.

(ii) Seek price reductions.

(4) The ordering activity shall provide the RFQ (including the statement of work and the evaluation criteria) to any schedule contractor who requests a copy of it.

(d) *Evaluation.* The ordering activity shall evaluate all responses received using the evaluation criteria provided to the schedule contractors. The ordering activity is responsible for considering the level of effort and the mix of labor proposed to perform a specific task being ordered, and for determining that the total price is reasonable. Place the order, or establish the BPA, with the schedule contractor that represents the best value (see 8.404(d)). After award, ordering activities should provide timely notification to unsuccessful offerors. If an unsuccessful offeror requests information on an award that was based on factors other than price alone, a brief explanation of the basis for the award decision shall be provided.

(e) *Minimum documentation.* The ordering activity shall document—

- (1) The schedule contracts considered, noting the contractor from which the service was purchased;
- (2) A description of the service purchased;
- (3) The amount paid;
- (4) The evaluation methodology used in selecting the contractor to receive the order;
- (5) The rationale for any tradeoffs in making the selection;
- (6) The price reasonableness determination required by paragraph (d) of this subsection; and
- (7) The rationale for using other than—
  - (i) A firm-fixed price order; or
  - (ii) A performance-based order.

## 10. Purchase of Open Market Items

NOTE: Open Market Items are also known as incidental items, non-contract items, non-Schedule items, and items not on a Federal Supply Schedule contract.

For administrative convenience, an ordering office contracting officer may add items not on the Federal Supply Multiple Award Schedule (MAS) -- referred to as open market items -- to a Federal Supply Schedule blanket purchase agreement (BPA) or an individual task or delivery order, **only if**—

(a) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19));

(b) The ordering office contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;

(c) The items are clearly labeled on the order as items not on the Federal Supply Schedule; and

(d) All clauses applicable to items not on the Federal Supply Schedule are included in the order.

## 11. GSA Advantage!

*GSA Advantage!* is an on-line, interactive electronic information and ordering system that provides on-line access to vendors' schedule prices with ordering information. *GSA Advantage!* will allow the user to perform various searches across all contracts including, but not limited to:

- (a) Manufacturer;
- (b) Manufacturer's Part Number; and
- (c) Product categories.

Agencies can browse *GSA Advantage!* By accessing the Internet World Wide Web utilizing a browser (ex. Netscape). The Internet address is <http://www.gsaadvantage.gov/>.

## BLANKET PURCHASE AGREEMENTS (BPAs)

Federal Acquisition Regulation (FAR) 13.201(a) defines Blanket Purchase Agreements (BPAs) as "...a simplified method of filling anticipated repetitive needs for supplies or services by establishing 'charge accounts' with qualified sources of supply." The use of Blanket Purchase Agreements under the Federal Supply Schedule Program is authorized in accordance with FAR 13.303-2(c)(3), which reads, in part, as follows:

"BPAs may be established with Federal Supply Schedule Contractors, if not inconsistent with the terms of the applicable schedule contract."

Federal Supply Schedule contracts contain BPA provisions to enable schedule users to maximize their administrative and purchasing savings. This feature permits schedule users to set up "accounts" with Schedule Contractors to fill recurring requirements. These accounts establish a period for the BPA and generally address issues such as the frequency of ordering and invoicing, authorized callers, discounts, delivery locations and times. Agencies may qualify for the best quantity/volume discounts available under the contract, based on the potential volume of business that may be generated through such an agreement, regardless of the size of the individual orders. In addition, agencies may be able to secure a discount higher than that available in the contract based on the aggregate volume of business possible under a BPA.

Finally, Contractors may be open to a progressive type of discounting where the discount would increase once the sales accumulated under the BPA reach certain prescribed levels. Use of a BPA may be particularly useful with the new Maximum Order feature. See the Suggested Format, contained in this Schedule Price List, for customers to consider when using this purchasing tool.

#### FAR 8.405-3 – Blanket Purchase Agreements (BPAs).

(a)

(1) *Establishment.* Ordering activities may establish BPAs under any schedule contract to fill repetitive needs for supplies or services. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPAs and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). In determining how many BPAs to establish, consider--

- (i) The scope and complexity of the requirement(s);
- (ii) The need to periodically compare multiple technical approaches or prices;
- (iii) The administrative costs of BPAs; and
- (iv) The technical qualifications of the schedule contractor(s).

(2) Establishment of a single BPA, or multiple BPAs, shall be made using the same procedures outlined in 8.405-1 or 8.405-2. BPAs shall address the frequency of ordering, invoicing, discounts, requirements (e.g. estimated quantities, work to be performed), delivery locations, and time.

(3) When establishing multiple BPAs, the ordering activity shall specify the procedures for placing orders under the BPAs.

(4) Establishment of a multi-agency BPA against a Federal Supply Schedule contract is permitted if the multi-agency BPA identifies the participating agencies and their estimated requirements at the time the BPA is established.

(b) *Ordering from BPAs--*

(1) *Single BPA.* If the ordering activity establishes one BPA, authorized users may place the order directly under the established BPA when the need for the supply or service arises.

(2) *Multiple BPAs.* If the ordering activity establishes multiple BPAs, before placing an order exceeding the micro-purchase threshold, the ordering activity shall--

(i) Forward the requirement, or statement of work and the evaluation criteria, to an appropriate number of BPA holders, as established in the BPA ordering procedures; and

(ii) Evaluate the responses received, make a best value determination (see 8.404(d)), and place the order with the BPA holder that represents the best value.

(3) *BPAs for hourly rate services.* If the BPA is for hourly rate services, the ordering activity shall develop a statement of work for requirements covered by the BPA. All orders under the BPA shall specify a price for the performance of the tasks identified in the statement of work.

(c) *Duration of BPAs.* BPAs generally should not exceed five years in length, but may do so to meet program requirements. Contractors may be awarded BPAs that extend beyond the current term of their GSA Schedule contract, so long as there are option periods in their GSA Schedule contract that, if exercised, will cover the BPA's period of performance.

(d) *Review of BPAs.*

(1) The ordering activity that established the BPA shall review it at least once a year to determine whether--

- (i) The schedule contract, upon which the BPA was established, is still in effect;
- (ii) The BPA still represents the best value (see 8.404(d)); and
- (iii) Estimated quantities/amounts have been exceeded and additional price reductions can be obtained.

(2) The ordering activity shall document the results of its review.

## **CONTRACTOR TEAMING ARRANGEMENTS**

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Contractor's Reports of Sales and 552.238-76, Industrial Funding Fee, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

## **OVERSEAS DIFFERENTIAL PAY**

The Department of State's Standardized Regulations (DSSR) provides the regulations

governing allowances, differentials (i.e. Hardship Post and/or Danger Pay) and definitions for all designated areas for all U.S. Government civilian employees. The DSSR provides for additional compensation for service in foreign locations where conditions of environment differ so substantially from conditions of environment in the continental U.S. that additional compensation is warranted and necessary as a recruitment or retention incentive. For U.S. Government civilian employees, hired in the United States, these are cumulative with a maximum of 35 percent each over the basic pay. (The cumulative maximum differential is 70 percent over basic pay, for an overall compensation of 170 percent of base pay.)

Applicability to contract performance: In order to facilitate contractor performance in areas where these differentials may be appropriate, this provision allows the use of the State Department regulations and allowances as a basis for establishing differential labor rates on task orders. Information on current rates is available at the U.S. Department of State, Office of Allowances website ([http://aoprals.state.gov/Web920/default.asp?menu\\_id=95](http://aoprals.state.gov/Web920/default.asp?menu_id=95)). If payment of a differential is determined appropriate by the task order contracting officer, that contracting officer may utilize any method to determine the labor rate (or additional price if pricing is based on other than labor rates) actually paid to the contractor. However, in no event shall the total price paid exceed the Schedule contract price plus the State Department compensation rate applicable to the locality in question.

Example: A task order is contemplated with performance in Kabul, Afghanistan. As of the date of the contractor's quotation, the State Department allowance for this location is 70%. The contract rate for the labor category in question is \$100.00 per hour. Therefore, the maximum allowable differential rate for that labor category would be \$170.00 per hour.



**GENERAL DYNAMICS INFORMATION  
TECHNOLOGY, INC. (GDIT)  
COMPANY OVERVIEW**

As a trusted systems integrator for more than 50 years, General Dynamics Information Technology provides information technology (IT), systems engineering, professional services and simulation and training to customers in the defense, intelligence, homeland security, federal civilian government and commercial sectors.

With approximately 21,000 professionals worldwide, the company manages large-scale, mission-critical IT programs delivering IT services and enterprise solutions.

General Dynamics Information Technology is one of four business units of the General Dynamics Information Systems and Technology business segment. Headquartered in Fairfax, Va., General Dynamics Information Technology has major offices worldwide.

General Dynamics, headquartered in Falls Church, Virginia, employs approximately 95,000 people worldwide. The company is a market leader in business aviation; land and expeditionary combat systems, armaments and munitions; shipbuilding and marine systems; and information systems and technologies.

- Subject matter expert (SME) engineering specialties, laboratory support, configuration management
- Test and evaluation

General Dynamics Information Technology provides clients with an experienced team of professional and technical staff who have expertise in environmental compliance, environmental restoration, pollution prevention and technology transfer, environmental conservation and planning, environmental information technology and management, and environmental program management.

We support U.S. Navy, Air Force, Marine Corps and Army environmental remediation programs through remediation project management, assessment, and cleanup support. This support includes client-site project managers, executive assistants, information specialists, and environmental scientists and engineers. We also provide environmental assessment and cleanup services with teams of scientists, engineers, technicians, and preferred subcontractors from multiple disciplines that are required to successfully complete cleanup projects that are classified under CERCLA, RCRA or underground storage tank regulations.

**Capabilities**

- Acquisition
- Enterprise-wide Asset Management
- Environmental management
- Financial management
- Foreign Military Sales
- Information technology (IT) and network support
- Logistics
- Medical services
- Platform and systems modernization and maintenance
- Program management
- Safety
- Strategy and planning
- Training solutions
- Systems engineering
  - Configuration management
  - Laboratory support
  - Materials engineering
  - Platform design and architecture analysis
  - Reliability and maintainability

## **SIN 899-1, 899-1RC Environmental Consulting Services**

### **PLANNING AND DOCUMENTATION:**

#### **SERVICES:**

- ❖ Environmental impact statements and assessments under the National Environmental Policy Act
  - ◆ Data identification
  - ◆ Data collection
  - ◆ Sampling and analysis
  - ◆ Preparation of human health risk and environmental impact evaluations and reports
  - ◆ Preparation of expert testimony
  - ◆ Preparation of material for and attendance at public meeting/hearing
- ❖ Endangered species, wetlands, watersheds and other natural resource management plans, studies, and consultations
  - ◆ Review reports and management plans
  - ◆ Perform surveys
  - ◆ Use results of information collected to prepare reports/mapsUse results of information collected to prepare reports/maps
- ❖ Archeological, historic and other cultural resources management plans, studies, and consultations
  - ◆ Conduct resource surveys/studies
  - ◆ Evaluate resource data
  - ◆ Prepare nominations/reports
  - ◆ Prepare management plans
- ❖ Economic, technical, and risk analyses in support of environmental needs
  - ◆ Conduct analyses of options
  - ◆ Data collection
  - ◆ Data development
  - ◆ Analyses of comments
  - ◆ Regulatory and economic analyses
  - ◆ Feasibility analyses
  - ◆ Hazardous assessments
  - ◆ Exposure assessments
  - ◆ Risk analyses

#### **PRODUCTS:**

- ❖ Environmental impact statements
- ❖ Environmental impact assessments

- ❖ Expert testimony
- ❖ Human health risk evaluations and reports
- ❖ Environmental impact evaluations and reports
- ❖ National surveys and assessments
- ❖ Material for public meetings and hearings
- ❖ Management plans
- ❖ Survey reports/maps
- ❖ Analysis of options
- ❖ Data collection, development, and analysis reports
- ❖ Regulatory and economic analysis reports
- ❖ Feasibility analysis reports
- ❖ Hazard assessment reports
- ❖ Exposure assessment reports
- ❖ Risk analysis reports

The National Environmental Policy Act (NEPA) of 1969 drives the environmental planning and documentation process for all federal agencies. The basic doctrine of NEPA requires federal agencies to use all practicable means and measures to protect environmental values. The intent of NEPA, through the environmental planning process, is to ensure that an agency deciding to undertake a Federal Action is aware of all environmental impacts and has considered reasonable alternatives. NEPA makes environmental protection a part of the mandate of every federal agency and department by requiring systematic assessment of the environmental impacts of their proposed actions and consideration of alternative ways of accomplishing their missions which are less damaging to the environment.

### **Environmental Assessments and Environmental Impact Statements**

GDIT provides NEPA environmental planning and documentation expertise by integrating compliance with air quality, water quality, the Endangered Species Act, the Clean Water Act, and other state and local environmental regulations with operational requirements for numerous customers. GDIT assists client reviews of project submissions for conformance with NEPA that includes identification and development of the required level of NEPA documentation. Our NEPA efforts include reviewing all levels of NEPA documentation, development of categorical exclusions and EAs, and developing the internal procedures necessary to expedite mission accomplishment while complying with all aspects of NEPA.

### **Endangered Species, Wetlands, Watersheds, and other Natural Resource Management Plans, Studies, and Consultations**

Federal agencies are required to conserve, protect, manage and maintain the watersheds, wetlands, natural landscapes, soils, forests, fish, wildlife, and other natural resources under their jurisdiction using proven scientific methods, procedures, and techniques per federal laws and executive orders. To meet these responsibilities, federal agencies are further required to establish natural resources programs that both conserve and manage natural resources in whatever manner and/or combination that best supports the mission of the agency responsible for the land and provide optimum public benefit for both present and future needs. GDIT has significant experience in aiding numerous federal clients in establishing and managing their natural resources conservation programs.

### **Archeological, Historical, and other Cultural Resource Management Plans, Studies, and Consultations**

Cultural resource laws and regulations require the protection of historic and archaeological resources. These resources include all buildings, districts, sites, structures, and objects of significance in history, architecture, archeology, engineering, or culture. Management of these sites consists of identifying them and preparing a comprehensive historic preservation plan. Proposed actions regarding repairs, alterations, new construction, and other projects likely to affect cultural resources must provide for consultation with the State Historic Preservation Office and the Advisory Council on Historic Preservation.

GDIT supports clients in reviewing appropriate literature and documents, conducting interviews, and contacting individuals to develop a comprehensive inventory of all archaeological and otherwise historic artifacts that have been collected on the station. Using the location and information obtained in the inventory collections are evaluated, retrieved, and placed into proper curation.

### **Economic, Technical, and Risk Analyses for Environmental Needs**

A wide range of environmental regulations requires economic, technical, or risk analyses in support of permit applications, reports, or daily operations. These include routine daily, weekly, monthly, or annual assessments of sampling, emission, or operation data to determine effectiveness of

equipment, programs, or controls and the less frequent and potentially more technical special requirements of the various regulations. Some specific examples include:

- ❖ The Clean Water Act (CWA), Clean Air Act (CAA), and Safe Drinking Water Act (SDWA) require surveys and technical analysis to obtain and retain permits and authorization to install facilities.
- ❖ The CAA requires analysis of emissions for conformity determinations, Title V operating permits, new source review, and a hazard assessment for each regulated substance held in quantities above the threshold quantity.
- ❖ EPCRA requires that comprehensive information be gathered and provided to the public about possible or potential hazards associated with toxic, hazardous, and extremely hazardous chemical releases.
- ❖ CERCLA and RCRA require technical and risk analyses of the site conditions, proposed cleanup strategies, and efforts conducted in support of remedial cleanup action and site closures. Ecological risk assessments are performed for National Priority List (NPL) sites to appraise the actual or potential effects of a hazardous substance site on plants and animals and health assessments are performed to determine risks to human health.
- ❖ Analysis is required in support of the development of RCRA-required comprehensive hazardous waste management plans that address spill prevention, cleanup, and closure at permitted facilities.
- ❖ Conducting all four phases of a Natural Resource Damage Assessment (NRDA) is required to determine the extent of injury, destruction, or loss of natural resources resulting from a past or present release or spill of hazardous material or oil; to determine the value of natural resources lost; and to develop a restoration plan.
- ❖ Technical analysis and support may be required by departments or agencies owning or operating any facility in a WHP in accordance with the Safe Drinking Water Act, including sampling, reporting, public notification, and record keeping.

GDIT provides numerous clients this type of support, including:

- ❖ Research, technical analyses, and report preparation concerning aircraft engine particulate and noise emissions
- ❖ Remedial technical and project management for numerous CERCLA sites
- ❖ Preparation and testing of samples for hazardous and toxic chemicals
- ❖ Monitoring PM-10 and PM-2.5 (particulate matter smaller than 10 microns)
- ❖ Physical and geological oceanographic research on bottom boundary layer dynamics and sediment transport in coastal waters and on continental shelves
- ❖ Compiling geologic and tectonic maps from new field-based geologic mapping, as well as assembling and updating geologic data compiled from a variety of agencies
- ❖ Technical analysis of retrieved and gathered hazardous material usage data for the purpose of meeting environmental reporting requirements and air emission calculations that ensure compliance with permit emission limits

#### **COMPLIANCE SERVICES:**

##### **SERVICES:**

- ❖ Environmental compliance audits
  - ◆ Research applicable laws and statutes
  - ◆ Conduct audit
  - ◆ Evaluate findings
  - ◆ Prepare necessary documentation/reports
- ❖ Compliance management planning
  - ◆ Research policies
  - ◆ Generate plan
  - ◆ Determine implementation and operation plan
  - ◆ Consider checking and corrective actions
  - ◆ Management reviews
  - ◆ Document in management plan
- ❖ Pollution prevention surveys
  - ◆ Conduct surveys
  - ◆ Develop pollution prevention plans

- ◆ Establish inventories for hazardous materials
- ◆ Evaluate the feasibility of process changes and recycling alternatives
- ◆ Create databases to track progress

##### **PRODUCTS:**

- ❖ Audit documentation/reports
- ❖ Audit out-briefs
- ❖ Management plans
- ❖ Pollution prevention survey reports/maps
- ❖ Pollution prevention plans
- ❖ Hazardous materials inventories
- ❖ Economic and technical feasibility reports
- ❖ Databases
- ❖ Pollution prevention progress tracking and database reports

#### **Environmental Compliance Audit**

Environmental compliance auditing is a systematic, documented, periodic, and objective review by a regulated facility/entity of facility operations and practices related to meeting environmental requirements. Environmental auditing helps to achieve and maintain compliance with applicable environmental requirements as well as helping identify and correct unregulated environmental hazards. Environmental compliance audits include a variety of compliance assessment techniques above and beyond those legally required, that are used to identify actual and potential environmental problems.

GDIT uses its considerable experience in information technology and environmental compliance to provide its clients with unique solutions as exemplified by the following:

- ❖ GDIT designed and implemented an Environmental Compliance Assessment System and developed a database for underground storage tanks.
- ❖ GDIT conducts site visits at least twice a year, ensuring compliance with federal, state, and local regulations; conducts follow-up visits to evaluate corrective action, and provides presentation of status and results to management. During POL spills, an audit team responds to and provides assistance on proper cleanup, and then verifies achievement of cleanup levels using field test kits.
- ❖ GDIT provides weekly, monthly, and quarterly compliance audits and monitors gas station

underground storage tanks, piping, and a dispensing system for compliance with RWQCB permits.

- ❖ GDIT performs pre-inspections of permitted equipment prior to scheduled inspection by regulatory agencies, ensuring permit users are in compliance with permit conditions.
- ❖ GDIT uses the Laboratory Information Management System (LIMS) for measuring, testing, and documenting the various steps of laboratory processes.
- ❖ GDIT conducts sampling programs related to storm water monitoring, hazardous waste, drinking water, NPDES, and other similar programs.

### **Compliance Management Planning**

Environmental regulations require a wide variety of technical and management plans for the protection of the environment, and the development of procedures in case of an accidental release. GDIT develops numerous plans and procedures for its clients, including:

- ❖ Spill prevention control and countermeasures (SPCC) plans, mandated by the CWA
- ❖ Facility response plans (FRP), mandated by the OPA
- ❖ Oil and hazardous substance spill contingency plans (OHSSCP), mandated by the CWA and CERCLA
- ❖ Air emission risk management plans, mandated by the CAA
- ❖ Participating in the development of local community comprehensive emergency response plans, mandated by EPCRA
- ❖ Filing an Emergency and Hazardous Chemical Inventory Form, required by EPCRA
- ❖ Filing a Toxic Release Inventory (TRI) reporting form (Form R), as required by EPCRA
- ❖ Hazardous waste facility contingency plans, mandated by RCRA
- ❖ Pesticides and pest management plans and PCB management plans

- ❖ Solid waste management and recycling plans
- ❖ Underground storage tank (UST) operation plans
- ❖ Water management plans to ensure adequate treatment and protection
- ❖ State-required oil and hazardous (OHS) spill contingency plans, which may be more stringent than the federal regulations
- ❖ Facility closure plans

### **Pollution Prevention Survey**

Pollution prevention surveys are required to quantify waste streams in order to assess compliance with source reduction initiatives and numeric goals set by federal, state, and local regulations.

- ❖ GDIT provides numerous clients with innovative IT solutions, automating pollution prevention, including:
  - ◆ A database that identifies and manages hazardous materials prior to procurement
  - ◆ Program management technical services, conducting reviews and research to profile potential hazardous waste streams; assigning waste designation, criteria, and waste codes to each waste stream; and developing or identifying an existing waste profile for each
  - ◆ Field audits to document pollution prevention activities in various process areas, identify each process and building, and link them in a hazardous waste tracking database; also gather environmental pollution prevention data and support preparation of a five year pollution prevention plan
  - ◆ Maintenance and updating of an Annual Dangerous Waste Report database that prepares and summarizes the data to be used in various reports required by regulators; also maintain an Ozone Depleting Substance (ODS) database.

## **WASTE MANAGEMENT CONSULTING SERVICES:**

### **SERVICES:**

Operational Services, advice, or guidance in support of agencies' environmental compliance programs – may include but not limited to:

- ❖ Waste management Services and Software
  - ◆ Data analyses
  - ◆ Data Collection
  - ◆ Data development
  - ◆ Analyses of comments
  - ◆ Regulator and economic analyses
  - ◆ Feasibility analyses
  - ◆ Hazard and/or non-hazard exposure assessments
  - ◆ Waste characterization studies
  - ◆ Waste management plans and/or surveys
  - ◆ Review of technologies and processes impacting waste management
  - ◆ Exposure assessments
  - ◆ Risk analyses
  - ◆ Source reduction
  - ◆ RCRA/CERCLA site investigation
  - ◆ Development of waste characterization studies
  - ◆ Review and recommendation of waste tracking or handling systems
  - ◆ Recommendations for management strategy, including identification of recycling options
  - ◆ Assessments/studies on collection and transfer of waste, source reduction, and energy/fuel options
  - ◆ Management, furnishing or inventory of Material Safety Data via CD, Internet, Facsimile, Mail or other media
  - ◆ Reporting and compliance software and hazardous/non-hazardous materials tracking software
  - ◆ Development of Emergency Response Plans
  - ◆ Creation and maintenance of HAZMAT Tracking Systems

### **PRODUCTS:**

- ❖ Data collection, development, and analysis reports
- ❖ Regulatory and economic analysis reports
- ❖ Feasibility analysis reports
- ❖ Hazard assessment reports

- ❖ Exposure assessment reports
- ❖ Risk analysis reports
- ❖ Waste characterization study reports
- ❖ Waste management assessment reports
- ❖ Management strategy recommendations

Tasks under this SIN provide support for complying with all aspects of the Pollution Prevention Act (PPA), RCRA, EO 12856, and applicable state and local solid waste regulations. This support covers activities such as data collection, data development, analysis of comments, regulatory and economic analyses, feasibility analyses, hazard assessments, exposure assessments, and risk analyses.

GDIT provides expertise to numerous clients supporting:

- ❖ Developing waste characterization studies and recommendations for management strategies
- ❖ Developing pollution prevention programs, plans, and procedures
- ❖ Establishing and reviewing recycling programs and QRP's
- ❖ Identifying markets for collected material
- ❖ Reviewing industrial, business, and military processes for source reduction possibilities and opportunities for material substitution
- ❖ Developing plans, studies, permit applications, and management plans for solid waste facilities
- ❖ Reviewing landfill management and operations and plan development; and developing and compiling landfill operation permit applications, annual reports, and closure reports
- ❖ Reviewing operations for compliance and the ability to meet diversion goals
- ❖ Identifying and prioritizing potential target areas, including identification of recycling options, and establishing, reviewing, and operating recycling, hazardous waste systems, and facilities in accordance with federal, state, and local regulations
- ❖ Providing support and enhancement of various asbestos programs, including client training, user support, inspections, surveys, and maintaining certification in compliance with

other agency standards Performing site monitoring, ensuring compliance with air and water permits and obtaining data on contamination for the generation of technical reports, development of site closure plans, and preparation/submission of annual reports to regulatory agencies

- ❖ Providing management services to optimize systems operation, troubleshoot, and perform maintenance as required; remediation systems are inspected and evaluated for proper operation and adjustments made as required, maximizing volume of ground water extraction and high removal of contaminants
- ❖ Maintaining and researching manufacturers' material safety data sheets for all known hazardous materials on base and managing the authorized user lists

## **SIN 899-3, 899-3RC Environmental Training Services**

### **Services:**

- ❖ Conventional course development and presentation
  - ◆ Determine subject matter
  - ◆ Develop training curriculum
  - ◆ Develop course material
  - ◆ Develop instructor material
  - ◆ Develop course evaluation material
  - ◆ Review documents with end-customer throughout process
  - ◆ Perform pilot course
  - ◆ Make improvements on training material based on pilot course inputs
  - ◆ Conduct training
- ❖ Customized courses
  - ◆ Evaluate areas of customization
  - ◆ Tailor training curriculum
  - ◆ Customize course material
  - ◆ Tailor instructor material
  - ◆ Develop course evaluation material
- ❖ Computer-based interactive course development
  - ◆ Determine subject matter
  - ◆ Develop training curriculum
  - ◆ Determine best method of training
  - ◆ Develop course material

- ◆ Integrate material into CBT environment
- ◆ Review CBT with end-customer throughout development
- ◆ Finalize and mass produce

### **Products:**

- ❖ Conventional course materials
- ❖ Instructor materials
- ❖ Customized course materials
- ❖ Computer-based interactive course materials
- ❖ Course evaluation
- ❖ CBT media

Most federal and state environmental statutes require some level of training. These training requirements range from specific requirements for basic procedures and hazardous substance awareness, to those requirements that must be tailored to unique local conditions and operations. GDIT's demonstrated capability to offer off-the-shelf classroom training that can be customized to an agency's specific needs and our wide array of environmental subject matter experts give us the capability to develop specialized training related to the environmental training requirements of our clients.

### **GDIT Training Capability**

GDIT offers a full range of customized services for the design and production of CD-ROM, Intranet, or Internet-based training and performance support applications. GDIT has invested substantially in its training professionals, facilities, hardware, and software. GDIT's development staff includes some of the industry's most experienced computer-based training (CBT) professionals with a wide spectrum of development skills, including needs assessment; content and audience analysis; instructional design; graphic and animation development; video production; OpenScript, Java, and C++ programming; application localization; testing; and deployment support. GDIT also offers additional strategies such as instructor-led training, job aids, documentation, and user manuals to reinforce the employee's on-line learning experience.

### **Training Methodology**

GDIT uses an instructional systems development (ISD) model to develop training that meets the needs of the specific agency. ISD involves the analysis, design, development, and evaluation of training and is concerned with the systematic identification of training requirements based on the

analysis of job performance requirement data. GDIT's instructional systems developers formulate training objectives as a result of the job analysis process. After analyzing the training requirements and formulating the instructional design, we devise methods for evaluating the resulting instructional implementation and training outcomes. To determine the contents of training, we perform a needs analysis through review of existing materials, written surveys, focus groups, and on-the-job observation. During course development, we develop enabling objectives, exercises and tests, and media, which can include instructor/trainee guides, handouts, video, CBT, on-line tutorials, interactive video, and quick reference cards. In-process review meetings are held to allow the customer oversight of the course development process. After final approval of the curriculum by the customer, we deliver the courseware and conduct a training evaluation to ensure the developed curriculum is performing as envisioned and designed.

#### **Conventional Course Development and Presentation**

GDIT also provides conventional course development and stand-up presentation using the ISD methodology provided above. Examples of courses that GDIT currently teaches, which also can be tailored to suit any potential client needs, are as follows:

**Environmental Risk Assessment and Management.** This 3-day course provides instruction on how to conduct and manage human health risk assessments that are scientifically tenable and defensible, and how to use this information to make risk management actions that are protective of human health and the environment.

**Data Quality Objectives.** Data quality objectives (DQO) refers to a seven-step planning process developed by the EPA to ensure that the type, quantity, and quality of environmental data used in decision-making are appropriate for the intended application. This course introduces the student to the DQO process; reviews statistical concepts, such as hypothesis testing; describes sampling strategies; and, through the use of case studies, allows the student to apply the process to site remediation, emergency response, and industrial hygiene situations.

**Geostatistics.** Geostatistics is a tool that determines the spatial correlation within an

observed sample data set and then uses the correlation to better estimate values at nearby locations where data has not been collected. This 2-day course is designed to train personnel to appropriately apply geostatistical analysis throughout the project life cycle of an environmental cleanup site.

#### **Environmental Geographic Information**

**Systems.** This 2-day course is designed to instruct Navy civilian and military personnel, assigned duties as environmental remedial project managers, to develop and implement an up-to-date environmental data management system incorporating GIS. Specifically designed environmental case studies highlight GIS' cost effectiveness in data management, transfer, and decision-making.

#### **Health and Environmental Risk**

**Communication.** This 3-day course gives attendees

basic knowledge and tools to effectively communicate risk and risk management issues to stakeholders of diverse interests.

**Environmental Negotiation Workshop.** This 3-day workshop provides instruction on the negotiation and communications skills necessary to achieve productive agreements with regulatory and public stakeholders.

**Asbestos Classes.** GDIT manages, develops, and performs course curricula for awareness, including 8-hour Class II and 16-hour Class III level training, an 8-hour asbestos worker refresher, and two 4-hour asbestos building inspector refreshers.



**SIN 899-7, 899-7RC**  
**Geographic Information Systems (GIS)**  
**Services**

**Services:**

GDIT has extensive experience in GIS remote sensing, imagery analysis, and related fields, such as engineering, environmental compliance, contracts, business development, and natural/cultural resources. GDIT is currently a turnkey GIS solution provider. To support these efforts, GDIT offers the following services:

GIS application development

- ❖ Desktop and website applications
- ❖ Website portals/collaboration websites
- ❖ System integration
- ❖ Conversion of legacy systems

Sustainability

- ❖ Emergency Preparedness Planning System
- ❖ Range Planning System
- ❖ Environmental Planning and Management System
- ❖ Parcel and Facility Management System/Infrastructure Management
- ❖ Land Use Control System
- ❖ Spill Response Notification and Documentation System
- ❖ Pollution Analysis/Migration Pattern Analysis/Site Selection System
- ❖ Natural Resource Planning System

Consulting and Design

- ❖ User Needs Assessment
- ❖ Data Evaluation
- ❖ Functional Requirements Definition
- ❖ Requirements Analysis
- ❖ Institutional Planning
- ❖ Cost/Benefit Analysis
- ❖ Cost Recovery Strategies
- ❖ Document management systems

Data

- ❖ Data Interpretation
- ❖ CAD to GIS conversions
- ❖ Spatial Analysis
- ❖ Creation of Geologic Logs, Topographic Data, 3D/4D Interactive Visualization Packages
- ❖ Mapping and Cartography
- ❖ Database development and management

## **APPENDIX 1**

### **LABOR CATEGORY DESCRIPTIONS**

#### **ANTE-0001-Program Manager**

##### **Minimum/General Experience**

Must have at least ten years' experience, of which at least six years must be specialized. Specialized experience includes complete engineering project development from inception to deployment, demonstrated ability to provide guidance and direction in the tasks similar to the sample tasks provided in the statement of work, proven expertise in the management and control of funds and resources, and demonstrated capability in managing multi-task contracts of this type and complexity. General experience includes increasing responsibilities in environmental, range management, or information systems design and management.

##### **Functional Responsibility**

Serves as the contractor's contract manager and shall be the contractor's authorized point of contact with the government Contracting Officer (CO), the Contracting Officer's Representative (COR), government management personnel, and customer agency representatives. Responsible for formulating and enforcing work standards, assigning contractor schedules, reviewing work discrepancies, supervising contractor personnel, and communicating policies, purposes, and goals of the organization to subordinates. Shall be responsible for the overall contract performance and shall not serve in any other capacity.

#### **ANTE-0002-Project Manager/Task Lead**

##### **Minimum/General Experience**

Must have seven years of general experience, including five years of specialized experience, of which two years were direct supervisory experience.

##### **Functional Responsibility**

Monitors each task and keeps the Program Manager abreast of all problems and accomplishments. Anticipates problems and works to mitigate anticipated problems. As a team or project leader, provides technical direction for the complete systems development effort. May serve as a technical authority for a design area. As a staff specialist or consultant, resolves unique and

unyielding environmental, range, GIS, and systems problems using new and innovative strategies. Completes tasks within estimated time frames and budget constraints. Schedules and assigns duties to subordinates and interacts with government management personnel. Reports, in writing and orally, to contractor management and government representatives, including the government Contracting Officer.

#### **ANTE-0003-Scientist/Engineer IV**

##### **Minimum/General Experience**

Experience and education qualifications will be determined on a case-by-case basis. Generally this requires five or more years, within the last seven years, of intensive and progressive experience in a NEPA planning, biological, environmental, chemistry, health and safety or cultural field. Recognized expert in the technology, regulations, and current innovative strategies being addressed. Generally education requires a Ph.D. or Masters in an applicable field as well as any necessary certifications.

##### **Functional Responsibility**

Provide expert, independent services and leadership in specialized NEPA planning, biological, environmental, chemistry, health and safety or cultural areas. Provides expertise on an as-needed basis to all task assignments. Provides expert advice and assistance in regulatory and scientific and other technical areas. Coordinates with contractor management and government personnel to ensure that the problem has been properly defined and that the solution will satisfy the government's requirement.

#### **ANTE-0004 – Not currently utilized**

**ANTE-0005—Scientist/Engineer II****Minimum/General Experience**

Experience and education qualifications will be determined on a case-by-case basis. Generally this requires three or more years, within the last five years of experience with task specific technologies, regulations, or, where required for the task, in a NEPA planning, biological, environmental, chemistry, health and safety or cultural field. Education may include a degree from an accredited university or college in a field that closely relates to the subject matter of the task as well as any specialized certifications necessary to complete the tasks. Experience qualifications will be determined on a case-by-case basis.

**Functional Responsibility**

Formulates and defines project scope, strategy, and objectives. Applies high-level methodologies and principles to the re-engineering and integration of scientific and engineering process modernization projects in a multi-faceted environment using current and emerging solutions and knowledge of current regulations.

**ANTE-0006—Scientist/Engineer I****Minimum/General Experience**

Experience and education qualifications will be determined on a case-by-case basis. Generally this requires three or more years, within the last four years, of experience with task specific technologies, regulations, or, where required for the task, in a NEPA planning, biological, environmental, chemistry, health and safety or cultural field. Education may include a degree from an accredited university or college in a field that closely relates to the subject matter of the task as well as any necessary training and certifications. Experience qualifications will be determined on a case-by-case basis.

**Functional Responsibility**

Formulates, defines, and helps create the system scope and objectives. Applies high-level methodologies and principles to the re-engineering and integration of scientific and engineering process modernization projects in a multi-faceted environment using current and emerging solutions.

**ANTE-0007—Not Currently Utilized****ANTE-0008—Analyst/Technician II****Minimum/General Experience**

This position requires a minimum of five years' experience, of which at least four years must be specialized. Specialized experience includes developing functional requirements for environmental systems and analysis and generation and review of environmental documentation. Provides cultural, biological, ecological, and waste management review and assessment. Provides financial and program reviews and recommendations. Provides equipment and sensor setup and monitoring. Must demonstrate the ability to work independently or under only general direction. Education may include a degree from an accredited university or college in a field that closely relates to the subject matter of the task. Experience qualifications will be determined on a case-by-case basis.

**Functional Responsibility**

Analyzes user needs to determine functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task. Provides daily supervision and direction to support staff.

**ANTE-0009—Analyst/Technician I****Minimum/General Experience**

This position requires a minimum of five years' experience, of which at least three years must be specialized. Experience includes developing functional requirements for environmental systems and analysis and generation and review of environmental documentation. Provides cultural, biological, ecological, and waste management review and assessment. Provides financial and program reviews and recommendations. Provides equipment and sensor setup and monitoring. Must demonstrate the ability to work independently or under only

general direction. Education may include a degree from an accredited university or college in a field that closely relates to the subject matter of the task. Experience qualifications will be determined on a case-by-case basis.

### **Functional Responsibility**

Analyzes user needs to determine functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task. Provides daily supervision and direction to support staff.

### **ANTE-0010—Information Specialist V**

#### **Minimum/General Experience**

Must have at least ten years' experience in information systems development, functional, and data requirements analysis; systems analysis and design; programming; program design; and documentation preparation. A minimum of five years' experience is required in demonstrated experience in managing the implementation of information engineering projects and experience in systems analysis and design and programming using CASE and IE tools and methods. Must have proven managerial and supervisory skills and demonstrated exceptional written and oral communications skills, including giving formal presentations to different audiences. Must demonstrate the ability to work independently or under only general direction.

### **Functional Responsibility**

Applies an enterprise-wide set of disciplines for the planning, analysis, design, and construction of information systems on an enterprise-wide basis or across a major sector of the enterprise. Develops analytical and computational techniques and methodology for problem solutions. Performs enterprise-wide strategic systems planning and environmental information planning, business, and analysis. Performs process and data modeling in support of the planning and analysis efforts using both manual and automated tools, such as integrated computer-aided software engineering (I-CASE) tools. Applies reverse engineering and re-engineering disciplines to develop migration strategic and planning documents. Provides technical guidance in software engineering techniques and automated support tools.

### **ANTE-0011—Information Specialist IV**

#### **Minimum/General Experience**

Must have at least eight years' experience, of which at least five must be specialized in information systems development, functional and data requirements analysis, systems analysis and design, programming, program design, and documentation preparation. Must also have a demonstrated experience in the implementation of information engineering projects; systems analysis, design and programming using CASE and IE tools, Environmental Management Systems (EMS), GIS, and methods; and three to five years of business or functional experience. Must demonstrate the ability to work independently or under only general direction.

### **Functional Responsibility**

Applies process improvement practices to re-engineer methodologies/principles and process modernization projects. Applies, as appropriate, activity and data modeling, transaction flow analysis, internal control and risk analysis, and modern methods and performance measurement techniques. Assists in establishing standards for information systems procedures. Develops and applies organization-wide information models for use in designing and building integrated, shared software and database management systems. Constructs sound, logical improvement opportunities consistent with the CIM guiding principles; cost savings; and open system architecture objectives. Provides daily supervision and direction to staff.

### **ANTE-0012—Information Specialist III**

#### **Minimum/General Experience**

Must have at least five years' experience, of which at least two must be specialized in information systems development, functional and data requirements analysis, systems analysis and design, programming, program design, and documentation preparation. Must also have demonstrated experience in the implementation of information engineering projects; systems analysis, design and programming using CASE and IE tools, EMS, GIS, and methods; and three to five years of business or functional experience. Must demonstrate the ability to work independently or under only general direction.

**Functional Responsibility**

Applies a business-wide set of disciplines for the planning, analysis, design, and construction of information systems on a business-wide basis or across a major sector of the business. Performs strategic systems planning, information planning, and analysis. Performs process and data modeling in support of the planning and analysis efforts using both manual and automated tools, such as integrated computer-aided software engineering (I-CASE) tools. Applies reverse engineering and re-engineering disciplines to develop migration strategic and planning documents. Provides technical guidance in software engineering techniques and automated support tools.

**ANTE-0013—Information Specialist II****Minimum/General Experience**

Must have a minimum of three years, specialized in information systems development, functional and data requirements analysis, systems analysis and design, programming, program design, and documentation preparation. Two years of functional experience is desirable, to support modeling, simulation, GIS, map development, and environmental management activities. Must demonstrate the ability to work independently or under only general direction.

**Functional Responsibility**

Applies a broad set of disciplines for the planning, analysis, design, and construction of information systems on an enterprise-wide basis or across a major area of the environmental system. Performs business strategic systems planning and information planning, business, and analysis. Performs process and data modeling in support of the planning and analysis efforts using both manual and automated tools, such as integrated computer-aided software engineering (I-CASE) tools. Applies reverse engineering and re-engineering disciplines to develop migration strategic and planning documents. Provides technical guidance in software engineering techniques and automated support tools.

**ANTE-0014—Information Specialist I****Minimum/General Experience**

Must have two years of computer experience in information and maintenance or a college degree in information systems.

**Functional Responsibility**

Analyzes and develops computer software, processing a wide range of capabilities, including numerous engineering, GIS, and environmental systems duties. Develops plans for automated data processing (ADP) systems from project inception to conclusion. Analyzes the problem and the information to be processed. Defines the problem and develops system requirements and program specifications from which programmers prepare detailed flow charts, programs, and tests. Coordinates closely with programmers to ensure proper implementation of program and system specifications. Develops, in conjunction with functional users, system alternative solutions.

**ANTE-0015—Technical Typist****Minimum/General Experience**

Must have at least two years' experience in a technical typing position. At least one year's experience working as a technical typist preparing computer system documentation or documenting developed software requirements.

**Functional Responsibility**

Prepares draft and final form technical documents. Must be capable of typing at average or above-average speed. Must be capable of typing technical narratives and data. Responsible for spelling, grammar, proper format, and proofreading finished documents. Must be capable of using various word processing equipment.

**ANTE-0016—Data Entry Clerk**  
**Minimum/General Experience**

Must have at least one year's experience in data entry and verification. Typically required to work under close supervision and direction.

**Functional Responsibility**

Performs data entry via on-line data terminal, key-to-tape, key-to-disk, or similar devices. Verifies data entered, where applicable.

**ANTE-0017—Technical Expert Level IV**  
**Minimum/General Experience**

Experience qualifications will be determined on a case-by-case basis. Usually this requires fifteen years of general experience in environmental systems, including ten years of specialized experience providing state-of-the-art solutions in environmental systems technology (or, if the particular area of expertise is in new state-of-the-art technology or new environmental policy, the specialized experience may be less than ten years and more consistent with the age of the technology). Recognized expert in the technology or regulatory policies being addressed.

**Functional Responsibility**

Provide expert, independent services and leadership in specialized environmental areas. Provides expertise on an as-needed basis to all task assignments. Provides expert advice and assistance in environmental systems and policies. Coordinates with contractor management and government personnel to ensure that the problem has been properly defined and that the solution will satisfy the government's requirement.

**ANTE-0018—Technical Expert Level III**  
**Minimum/General Experience**

Experience qualifications will be determined on a case-by-case basis. Generally this requires twelve years of general experience in environmental systems, including ten years of specialized experience providing state-of-the-art solutions in environmental systems technology (or, if the particular area of expertise is in new state-of-the-art technology or new environmental policy, the specialized experience may be less than ten years and more consistent with the age of the technology). Recognized expert in the technology or regulatory policies being addressed.

**Functional Responsibility**

Provides expert, independent services and leadership in specialized scientific areas. Provides expertise on an as-needed basis to all task assignments. Provides expert advice and assistance in environmental systems and policies. Coordinates with contractor management and government personnel to ensure that the problem has been properly defined and that the solution will satisfy the government's requirement

**ANTE-0019—Technical Expert Level II**  
**Minimum/General Experience**

Experience qualifications will be determined on a case-by-case basis. Generally this requires ten years of general experience in environmental systems, including eight years of specialized experience providing state-of-the-art solutions in environmental systems technology (or, if the particular area of expertise is in new state-of-the-art technology or new environmental policy, the specialized experience may be less than eight years and more consistent with the age of the process). Recognized expert in the technology or regulatory policies being addressed.

**Functional Responsibility**

Provides expert, independent services and leadership in specialized environmental areas. Provides expertise on an as-needed basis to all task assignments. Provides expert advice and assistance in environmental

systems and policies. Coordinates with contractor management and government personnel to ensure that the problem has been properly defined and that the solution will satisfy the government's requirement.

#### **ANTE-0020—Technical Expert Level I**

##### **Minimum/General Experience**

Experience qualifications will be determined on a case-by-case basis. Generally this requires eight years of general experience in environmental systems, including six years of specialized experience providing state-of-the-art solutions in environmental systems technology (or, if the particular area of expertise is in new state-of-the-art technology or new environmental policy, the specialized experience may be less than six years and more consistent with the age of the technology). Recognized expert in the technology or regulatory policies being addressed.

##### **Functional Responsibility**

Provides expert, independent services and leadership in specialized environmental areas. Provides expertise on an as-needed basis to all task assignments. Provides expert advice and assistance in environmental systems and policies. Coordinates with contractor management and government personnel to ensure that the problem has been properly defined and that the solution will satisfy the government's requirement.

#### **ANTE-0021—Training Specialist/Instructor Level II**

##### **Minimum/General Experience**

Must have seven years' experience in environmental, training, or related fields. Must have two years of specialized experience, including experience in developing and providing environmental and end-user training in environmental subjects. General experience includes environmental engineering, training, or related fields. Demonstrated ability to communicate orally and in writing.

##### **Functional Responsibility**

Conducts the research necessary to develop and revise training courses. Develops and revises these courses and prepares appropriate training catalogs. Prepares all instructor materials (course outline, background material, and training aids). Prepares all student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Trains personnel by conducting formal classroom courses, workshops, and seminars.

#### **ANTE-0022—Training Specialist/Instructor Level I**

##### **Minimum/General Experience**

Must have four years' experience in environmental, training, or related fields. Must have two years specialized experience, including experience in developing and providing environmental and end-user training in environmental subjects. General experience includes environmental engineering, training, or related fields. Demonstrated ability to communicate orally and in writing.

##### **Functional Responsibility**

Conducts the research necessary to develop and revise training courses. Develops and revises these courses and prepares appropriate training catalogs. Prepares all instructor materials (course outline, background material, and training aids). Prepares all student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Trains personnel by conducting formal classroom courses, workshops, and seminars.

#### **ANTE – 0023 - Biologist**

##### **Minimum/General Experience**

Generally, this category requires five years' experience with at least two years of field work specializing in biological characterization and the capability to supervise and complete field work.

##### **Functional Responsibility**

Emphasis on data collection, analysis and technical support. Supervise and assist in the collection of data on soils, flora, fauna, hydrology, elevation, slope, and other biophysical characteristics to assess the environmental effects of training activities. The Biologist will be aware of federal, state and local rules and regulations that deal directly with that tasks being supported so that they will assist with compliance of any actions required. This

support shall include collecting data for each inventory and survey using hand-held data loggers, written log sheets, and global positioning systems for incorporation into the field database. The Biologist shall ensure all data are collected and recorded per SOPs and regulations. In addition, the Biologist will support the environmental staff with the analysis of field data and provide technical support to facility environmental staff by conducting endangered species surveys, sensitive species, and other duties as assigned.

#### **ANTE-0024 - Environmental Technical Writer**

##### **Minimum/General Experience**

Must possess two years demonstrated experience in preparing a variety of written documents such as technical reports, user manuals or handbooks, training circulars, magazine or newsletter articles.

##### **Functional Responsibility**

Prepares, edits and rewrites original papers, articles, or reports in the engineering, scientific, technical and professional fields being prepared for publication in various Government and civilian publications. Uses established format, style, publishing concepts, practices, standards, and technologies for the media used to produce high quality documents. Displays good interpersonal skills in collaboration with authors on the preparation of the original draft for a variety of scientific, technical and management reports, manuals, and other documents. Advises authors on the tailoring of the writing to best reach the intended audience. Reviews and recommends the inclusion of enhancing charts, photographs, or tables. Performs research to verify the accuracy, pertinence, and value of all references in relation to the publication. Analyzes, interprets, and integrates information in a variety of formats, such as graphs, tables, data bases and spreadsheets to manage publishing projects from conception to printing and distribution.

#### **ANTE-0025 - Heavy Equipment Operator**

##### **Minimum/General Experience**

Must have a minimum of two years' experience operating specialized equipment and certifications and licenses with said equipment necessary within the scope of work.

##### **Functional Responsibility**

Operates crawler-type, diesel-powered, and gasoline-powered engineering and/or farm or industrial-type equipment with wheeled-or crawler-type traction including bulldozers, tractors, graders, pavement rollers, motor trucks, etc. Utilizes equipment in support of environmental projects (studies, assessments, etc.) to push and grade or load and relocate earth, riprap, gravel, or other materials; blade roads; repair berms; and target pits. Inspects, maintains, and repairs equipment, and receives related repair materials. Clears brush and stubble or tree stumps, weeds and grass, etc. during conduct of environmental projects (can use small power equipment or hand tools.) Operates equipment to establish vegetation and manage range infrastructure.

#### **ANTE-0026 - Video Specialist**

##### **Minimum/General Experience**

Must possess two years demonstrated experience in a position utilizing video support equipment and materials or in a related field.

##### **Functional Responsibility**

Identifies and forecasts training support equipment and materials. Installs, adjusts, and maintains all projectors and related equipment. Sets up, installs, and adjusts interior and exterior cameras. Operates projectors and related equipment. Operates Radio Internal Network.

#### **ANTE-0027 - Environmental Field Support**

##### **Minimum/General Experience**

Must possess two years of demonstrated experience in a position completing environmental field work.

##### **Functional Responsibility**

Coordinates and completes environmental field work and sampling and assists in data recording during environmental field events. Maintains support and sampling equipment utilized in the collection of data. Schedules and arranges sampling events and field coordination. Monitors and supervises field crew during



sampling events, maintains schedules, and determines contingency courses of action. Completes hazardous waste/material inventories.

**ANTE-0028 – Laborer**

**Minimum/General Experience**

No specialized skill or prior work experience is required.

**Functional Responsibility**

Performs environmental related tasks, which primarily require physical abilities and efforts involving little or no specialized skill or prior work experience; loads and unloads trucks and other conveyances; moves supplies and materials to proper location by wheelbarrows or hand trucks; stacks materials for storage or binning; collects refuse and salvageable materials; digs, fills, and tamps earth excavations; levels ground using pick, shovel, tamper, and rake; shovels concrete and snow; cleans culverts and ditches; cuts trees and brush; operates power lawnmowers; moves various types of machinery and equipment; digs traps for natural resource sampling; and/or repairs equipment for field collection onsite.

**\* See Labor Category Descriptions for Specialized Training and Minimum Qualifications**

Four (4) years experience (in addition to minimum experience requirements) may be substituted for a Bachelor's degree.

Two (2) years experience (in addition to minimum experience requirements and Bachelor's degree) may be substituted for a Master's degree.

Two (2) years experience (in addition to minimum experience requirements and Master's degree) may be substituted for a Ph.D.

For categories where a Bachelor's degree is required, a Master's degree may be substituted for two (2) years experience; or a doctoral degree may be substituted for three (3) years experience.

## Appendix 2

### Services Hourly Rates

*Rates Reflect .75% Industrial Funding Fee (IFF)*

**SIN 899-1, 899-1RC Environmental Consulting Services**

**SIN 899-3, 899-3RC Environmental Training Services**

**SIN 899-7, 899-7RC Geographic Information Systems (GIS) Services**

EAS SCHEDULE LABOR CATEGORY	OPT 2 - Yr 1 3/21/2010 - 3/20/2011	OPT 2 - Yr 2 3/21/2011 - 3/20/2012	OPT 2 - Yr 3 3/21/2012 - 3/20/2013	OPT 2 - Yr 4 3/21/2013 - 3/20/2014	OPT 2 - Yr 5 3/21/2014 - 3/20/2015
Program Manager	\$ 133.43	\$ 137.43	\$ 141.55	\$ 145.80	\$ 150.17
Project Manager/Task Leader	\$ 109.61	\$ 112.90	\$ 116.29	\$ 119.78	\$ 123.37
Scientist/Engineer IV	\$ 111.05	\$ 114.38	\$ 117.81	\$ 121.34	\$ 124.98
Scientist/Engineer II	\$ 97.51	\$ 100.44	\$ 103.45	\$ 106.55	\$ 109.75
Scientist/Engineer I	\$ 75.50	\$ 77.77	\$ 80.10	\$ 82.50	\$ 84.98
Analyst/Technician II	\$ 72.19	\$ 74.36	\$ 76.59	\$ 78.89	\$ 81.26
Analyst/Technician I	\$ 59.35	\$ 61.13	\$ 62.96	\$ 64.85	\$ 66.80
Information Specialist V	\$ 129.33	\$ 133.21	\$ 137.21	\$ 141.33	\$ 145.57
Information Specialist IV	\$ 121.57	\$ 125.22	\$ 128.98	\$ 132.85	\$ 136.84
Information Specialist III	\$ 109.61	\$ 112.90	\$ 116.29	\$ 119.78	\$ 123.37
Information Specialist II	\$ 86.17	\$ 88.76	\$ 91.42	\$ 94.16	\$ 96.98
Information Specialist I	\$ 76.43	\$ 78.72	\$ 81.08	\$ 83.51	\$ 86.02
Technical Typist/Writer **	\$ 39.49	\$ 40.67	\$ 41.89	\$ 43.15	\$ 44.44
Data Entry Clerk **	\$ 32.82	\$ 33.80	\$ 34.81	\$ 35.85	\$ 36.93
Technical Expert Level IV	\$ 379.62	\$ 391.01	\$ 402.74	\$ 414.82	\$ 427.26
Technical Expert Level III	\$ 319.82	\$ 329.41	\$ 339.29	\$ 349.47	\$ 359.95
Technical Expert Level II	\$ 279.52	\$ 287.91	\$ 296.55	\$ 305.45	\$ 314.61
Technical Expert Level I	\$ 230.10	\$ 237.01	\$ 244.12	\$ 251.44	\$ 258.98
Training Specialist/Instructor Level II	\$ 77.31	\$ 79.63	\$ 82.02	\$ 84.48	\$ 87.01
Training Specialist/Instructor Level I	\$ 57.64	\$ 59.37	\$ 61.15	\$ 62.98	\$ 64.87
Biologist	\$ 85.80	\$ 88.37	\$ 91.02	\$ 93.75	\$ 96.56
Environmental Technical Writer **	\$ 70.01	\$ 72.11	\$ 74.27	\$ 76.50	\$ 78.80
Heavy Equipment Operator **	\$ 59.64	\$ 61.43	\$ 63.27	\$ 65.17	\$ 67.13
Video Specialist **	\$ 44.38	\$ 45.71	\$ 47.08	\$ 48.49	\$ 49.94
Environmental Field Support **	\$ 46.81	\$ 48.21	\$ 49.66	\$ 51.15	\$ 52.68
Laborer **	\$ 24.14	\$ 24.86	\$ 25.61	\$ 26.38	\$ 27.17

#### OVERTIME

Should overtime (OT) be required and authorized, GDIT will invoice the Government at one and one-half times the task order negotiated contract labor categories for categories determined to be covered by the Service Contract Act (identified \*\* above).

#### TRAVEL AND INCIDENTAL OTHER DIRECT COSTS (ODCs)

Non-local travel costs and incidental ODCs may be incurred as a result of specific orders issues pursuant to this Schedule. Travel and ODC amounts will be priced as a separate line item. Travel will be priced in accordance with the Joint Travel Regulations or ordering agency regulations, and shall be subject to appropriate burdens. ODCs will be priced based on estimated costs plus applicable burdens.

SCA MATRIX		
SCA Eligible Contract Labor Category	SCA Equivalent Code - Title	WD Number
Technical Typist/Writer	Word Processor II (01612)	05-2103
Data Entry Clerk	Data Entry Operator II (01152* and 01052**)	05-2103
Environmental Technical Writer	Technical Writer III (30463)	05-2057
Heavy Equipment Operator	Heavy Equipment Operator (23440)	05-2057
Video Specialist	Photographer III (13073)	05-2057
Environmental Field Support	Environmental Technician (30090)	05-2057
Laborer	Laborer (23470)	05-2057

\* Directory of Occupations

\*\* SCA Wage Determination

The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor categories. The prices for the indicated SCA labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the matrix. The prices offered are based on the preponderance of where work is performed and should the contractor perform in an area with lower SCA rates, resulting in lower wages being paid, the task order prices will be discounted accordingly.

## Appendix 3

**BEST VALUE  
BLANKET PURCHASE AGREEMENT  
FEDERAL SUPPLY SCHEDULE  
(Insert Customer Name)**

In the spirit of the Federal Acquisition Streamlining Act       (Agency)       and General Dynamics Information Technology enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s) GS-10F-0154K.

Federal Supply Schedule contract BPAs eliminate contracting and open market costs such as: search for sources; the development of technical documents, solicitations and the evaluation of offers. Teaming Arrangements are permitted with Federal Supply Schedule Contractors in accordance with Federal Acquisition Regulation (FAR) 9.6.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating the need for repetitive, individual purchases from the schedule contract. The end result is to create a purchasing mechanism for the **Government that works better and costs less.**

## Signatures

AGENCY	DATE
--------	------

CONTRACTOR \_\_\_\_\_ DATE \_\_\_\_\_

BPA NUMBER\_\_\_\_\_

**(CUSTOMER NAME)**  
**BLANKET PURCHASE AGREEMENT**

Pursuant to GSA Federal Supply Schedule Contract Number(s) GS-10F-0154K, Blanket Purchase Agreements, General Dynamics Information Technology agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (Ordering Agency):

(1) The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

**MODEL NUMBER/PART NUMBER**

**\*SPECIAL BPA DISCOUNT/PRICE**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

(2) Delivery:

**DESTINATION**

**DELIVERY SCHEDULE/DATES**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

(3) The Government estimates, but does not guarantee, that the volume of purchases through this agreement will be \_\_\_\_\_.

(4) This BPA does not obligate any funds.

(5) This BPA expires on \_\_\_\_\_ or at the end of the contract period, whichever is earlier.

(6) The following office(s) is hereby authorized to place orders under this BPA:

**OFFICE**

**POINT OF CONTACT**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

(7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

(8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

- (a) Name of Contractor;
- (b) Contract Number;
- (c) BPA Number;
- (d) Model Number or National Stock Number (NSN);
- (e) Purchase Order Number;
- (f) Date of Purchase;

(g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and

(h) Date of Shipment.

(9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.

(10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

## Appendix 4

### **BASIC GUIDELINES FOR USING “CONTRACTOR TEAM ARRANGEMENTS”**

Federal Supply Schedule Contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to a customer agency requirements.

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Supply Schedule contracts.

Orders under a Team Arrangement are subject to terms and conditions or the Federal Supply Schedule Contract.

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.

Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the customers needs, or
- Federal Supply Schedule Contractors may individually submit a Schedules “Team Solution” to meet the customer’s requirement.
- Customers make a best value selection.

## Appendix 5

### USA Commitment to Promote Small Business Participation Procurement Programs

#### Preamble

GDIT provides commercial products and services to the Federal Government. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

#### Commitment

To actively seek and partner with small businesses.

To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrate our support for awarding contracts and subcontracts to small business concerns.

To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small business to supply products and services to our company.

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in Federal Government contracts. To accelerate potential opportunities please contact Bill Flannery, voice: 703-995-5156, fax: 703-383-6785, [bill.flannery@gdit.com](mailto:bill.flannery@gdit.com).